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NPIC/T8SG/DED-1616-69
14 May 1969

MEMORANDUM FOR THE RECORD

SUBJECT: Film Handling Study [REDACTED]

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25X1 1. This study appears to be a comprehensive and definitive report on the several aspects of film handling and control within NPIC. The study is comprehensive in that it covers all the areas requiring investigation, and is definitive in that it states the magnitude of the problem in each of the investigated areas and proposes solutions. DED takes the position of being substantially in agreement with the study in that most of the reported findings and recommendations do not appear to be unrealistic or improbable, based on the survey made by DED that resulted in the staff study [REDACTED] dated 18 November 1968.

25X1 2. However, certain parts of the study deserve comment. The document was classified Secret when in fact the material included was Top Secret in nature. [REDACTED] made this same error with a previous study. Repetition raises the question as to whether the company learns from past mistakes and whether they should be entrusted with Top Secret material.

25X1 3. Section 2.0, of the Conclusions and Recommendations, Page 1-1, states that the present system of film accountability is inadequate in that film may be in the possession of someone other than that indicated by the records, and that the records do not specify what film is in the Library with enough accuracy. The Integrated Information System (IIS) as proposed by the [REDACTED] would have helped the accountability problem in the Library. Implementation of that part of the IIS bearing on the library accountability problem is presently being held in obedience, waiting the results of the report by [REDACTED]

25X1 4. Section 3.0, Pages 1-1 and 1-2, comments on the film storage and disposition problem and predicts this area as the major problem for the future. [REDACTED] NPIC Records Administration Officer, and the Production Services Group have been specifically charged with this task and have extensively studied the problem over a substantial period of time. Their efforts in this direction will undoubtedly continue and re-evaluation of current procedures as to storage and disposition will be under their capable, recurring review.

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5. Section 4.0, Page 1-2, states that the FULLSPACE system of film storage was evaluated and found to be an impractical answer. The report further states that the FULLSPACE system would increase service time for film requests, and increase the cost of storage. These statements are unsubstantiated in the report, and applications of FULLSPACE in high-volume situations in industry would seem to contradict these conclusions. Furthermore, four installations of FULLSPACE have been in the Center for about three years and have evidently performed satisfactorily.

6. Section 5.2.3.2., Page 5-72b, states that FULLSPACE shelving may be weight limited. Weighing a 500 foot roll of 9.5 inch wide film, reel and can, and making calculations based on density reported in the Decision Studies Group report indicates that the FULLSPACE shelving would not be weight limited.

7. With respect to FULLSPACE, it would appear that [REDACTED] felt that this would be a possible area in which they could propose further studies. They did, in fact, submit a subsequent unsolicited proposal for work in this area.

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8. Section 5.3.2., Page 5-77, states that film library records are not on an individual can basis. This is misleading. Actually the location of a specific film copy is entered on a Master Card, and the film is charged out by both Control Number and copy number.

9. The Film Handling Study by [REDACTED] defines the problems as being: film accountability within the Library, accountability within the operational areas, film storage and disposition, and a lack of sufficiently detailed policy guidance with respect to the several areas of film handling. Implementation of Phase II of the IIS would help the problem of accountability within the Library. Lack of policy guidance is an internal matter. The remaining apparent problems are presently being studied internally by groups specifically tasked to investigate those problem areas. At the present time, there does not appear to be any significant problem with film transport. The magnitude of the problem in the future depends on assumptions such as film format, allocation, numbers of copies, and film packaging. All these parameters are under review and their impact on the problem of film transport is dependent on policy decisions yet to be made.

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10. The whole question of handling roll film should be considered in conjunction with the future role of chip systems. No further R&D action is apparently necessary until the scope of the chip system is known.

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